

MINUTES OF THE MONTHLY MEETING
OF THE
PUBLIC BUILDING COMMISSION OF McLEAN COUNTY, ILLINOIS

Tuesday, October 1, 2019, at 3:30 p.m. CDT

The Public Building Commission of McLean County, Illinois (the "Commission") was called to order by Vice Chairman Zimmerman on October 1, 2019 in Room 404 of the Government Center, 115 East Washington Street, Bloomington, McLean County, Illinois.

Secretary Morel called the roll with the following members answering "present": Zimmerman, Morel, Schultz, Harris, and Fruin. Messrs. Novosad, Farnsworth, Reid, and Fazzini were absent.

Also present were Commission Attorney Robert Porter; Commission Treasurer James Mulligan; County Administrator Camille Rodriguez; and Assistant County Administrator Eric Schmitt.

No members of the media, press, and/or radio were present.

Vice Chairman Zimmerman began the meeting by presenting the Minutes of the September 3, 2019 Regular Meeting of the Commission for approval. Vice Chairman Zimmerman asked if there were any questions, additions, and/or revisions to the Minutes. Hearing none, Vice Chairman Zimmerman asked for a Motion to approve the Regular Meeting Minutes. It was moved by Mr. Harris and seconded by Mr. Schultz that the Minutes of the September 3, 2019 Meeting be approved as submitted. Vice Chairman Zimmerman asked for a vote on the Motion to approve the Minutes and the Motion was unanimously approved by voice vote.

Vice Chairman Zimmerman then called on Commission Treasurer James Mulligan to present the Treasurer's Report for the fiscal year. Mr. Mulligan initially noted that, due to the timing of the meeting, he had simply prepared a list of disbursements for the Commission's approval. Mr. Mulligan then indicated that the Commission had received the City's final calendar year 2019 lease payment of approximately eight hundred ninety thousand dollars and 00/100 (\$890,000.00). Mr. Mulligan then stated that the Commission had yet to receive the County's final calendar year 2019 lease payment.

Assistant County Administrator Eric Schmitt then stated that the County would be processing the Commission's final calendar year 2019 lease payment within a week's time.

Mr. Mulligan next indicated that he had transferred the City's lease payment to the

Commission's "Debt Service Account" at Heartland Bank & Trust Co. Mr. Mulligan relayed that these funds would be utilized to make the Commission's November 1st debt service payments on its Series 2010 and 2013 Public Building Refunding Bond Issues.

Mr. Mulligan then noted that the disbursement list reflected an FF&E payment to the County. Mr. Mulligan stated that the Commission would be left with a shade over seven hundred thousand dollars and 00/100 (\$700,000.00) in its Project Fund once this FF&E invoice was paid.

Vice Chairman Zimmerman then asked if there were any questions or comments for Mr. Mulligan on the Treasurer's Report. Hearing none, Vice Chairman Zimmerman asked for a Motion to approve the Treasurer's Report and proposed payments as submitted. It was moved by Mr. Harris and seconded by Mr. Fruin to approve the Treasurer's Report and proposed payments as submitted. Upon a roll call vote, all Commissioners voted in favor of the Motion.

Vice Chairman Zimmerman next turned to the Commission's "Old Business" and asked Mr. Schmitt to discuss any remaining issues associated with the architectural design, engineering services, and construction administration of the McLean County Law & Justice Center Expansion Project. In response, Mr. Schmitt noted that the County still had to process some FF&E items and that the Farnsworth Group, Inc. was still performing commissioning work.

Vice Chairman Zimmerman asked whether the Commission's anticipated adoption of a quarterly meeting schedule would present any difficulties in processing remaining Project-related invoices. Commission Attorney Robert Porter responded by noting that the County had historically been flexible with the Commission in terms of receiving payments. Mr. Porter additionally indicated that he had spoken with Project Manager John Bishop of the Farnsworth Group, Inc. and was left with the impression that it would be some time before the Farnsworth Group, Inc. submitted additional invoices. Mr. Porter further indicated that the Commission always had the ability to call a special meeting if need be.

Mr. Schmitt then added that a lot of the Farnsworth Group, Inc.'s remaining commissioning work would not be performed until the heating was turned on in the new Jail facility.

Vice Chairman Zimmerman then asked if there were any additional questions or comments regarding the McLean County Law & Justice Center Expansion Project. Hearing none, Vice Chairman Zimmerman turned to the Commission's "New Business" and asked Mr. Schmitt to address the subject of future Public Building Commission projects. Mr. Schmitt responded by noting that the County had included the cost of a roof replacement for the Old Courthouse in its 2020 budget. Mr. Schmitt noted that the Old Courthouse's roof and box gutters needed to be replaced. Mr. Schmitt anticipated the cost of this work being approximately two hundred fifty thousand dollars and 00/100 (\$250,000.00). Mr. Schmitt then indicated that the County would approach the Commission in 2020 about borrowing funds for the performance of this work. Mr. Schmitt stated that the County hoped to bid this work in February or March of 2020.

Vice Chairman Zimmerman asked how the flexible tiles on the Old Courthouse's roof were performing and Mr. Schmitt responded by noting that the roof still leaks. Vice Chairman Zimmerman then asked whether those tiles would be fixed and Mr. Schmitt responded in the affirmative.

Vice Chairman Zimmerman next requested Mr. Schmitt to address the planned capital improvements to 200 West Front Street. In response, Mr. Schmitt noted that the County Board approved the Second (2nd) Capital Improvement Agreement at its September 17th Board meeting. Mr. Schmitt indicated that the elevator repair and replacement work at 200 West Front Street was slated to begin soon.

Vice Chairman Zimmerman asked if there were any additional questions or comments regarding future Commission projects or the status of the capital improvements at 200 West Front Street. Hearing none, Vice Chairman Zimmerman noted that McLean County was requesting reimbursement from the Commission in the amount of three thousand two hundred sixty-six dollars and 03/100 (\$3,266.03) for FF&E items purchased as a part of the Law & Justice Center Expansion Project. Vice Chairman Zimmerman asked Mr. Schmitt to address this matter further with the Commission.

Mr. Schmitt reminded the Commission that, although the Law & Justice Center Expansion Project had been completed, the County still had some outstanding FF&E invoices that needed to be processed. Mr. Schmitt then noted that, during the month of September 2019, the County spent one thousand seven hundred thirty-one dollars and 93/100 (\$1,731.93) on a mobile jail medical records cart, two hundred sixty dollars and 93/100 (\$260.93) on a volunteer work room table, one hundred ninety dollars and 92/100 (\$190.92) on four (4) volunteer work room chairs, two hundred eleven dollars and 96/100 (\$211.96) on four (4) east mpr closet shelving units, ninety dollars and 00/100 (\$90.00) on two (2) staff restroom paper towel dispensers, six hundred eighty-nine dollars and 00/100 (\$689.00) on two (2) jail visiting clerk office chairs, and ninety-one dollars and 29/100 (\$91.29) on a mop bucket.

Mr. Porter noted that, inclusive of this latest request, the Commission had spent two hundred thirty-one thousand six hundred forty-five dollars and 05/100 (\$231,645.05) of its four hundred thousand dollars and 00/100 (\$400,000.00) FF&E budget.

Vice Chairman Zimmerman asked if there were any questions or comments regarding the reimbursement request. Hearing none, Vice Chairman Zimmerman asked for a Motion to approve reimbursing McLean County in the amount of three thousand two hundred sixty-six dollars and 03/100 (\$3,266.03) from the Series 2015 Public Building Revenue Bond Issue's Project Fund. It was moved by Mr. Schultz and seconded by Mr. Fruin to reimburse McLean County in the amount of three thousand two hundred sixty-six dollars and 03/100 (\$3,266.03) from the Series 2015 Public Building Revenue Bond Issue's Project Fund. Upon a roll call vote, all Commissioners voted in favor of the Motion.

Vice Chairman Zimmerman next requested that Mr. Porter address the frequency of the Commission's future meetings. Mr. Porter reminded the Commission that it began meeting monthly in April 2016 in order to oversee the McLean County Law & Justice Center Expansion Project. Prior to April 2016, Mr. Porter noted that the Commission met just quarterly in January, April, July, and October.

Mr. Porter indicated that the Commission may not have sufficient business to justify monthly meetings now that the Law & Justice Center Expansion Project has concluded. As a result, Mr. Porter recommended that the Commission adopt a quarterly meeting schedule until such time as the Commission is called on to issue new bonds for a new project. Mr. Porter noted that, if the Commission adopted quarterly meetings, meetings would be held on January 7, 2020, April 7, 2020, July 7, 2020, and October 6, 2020.

Vice Chairman Zimmerman then asked if there were any questions or comments regarding the proposal to meet quarterly. Hearing none, Vice Chairman Zimmerman asked for a Motion to adopt a quarterly meeting schedule. It was moved by Mr. Harris and seconded by Mr. Fruin to henceforth meet quarterly, said meetings occurring on the first (1st) Tuesday of January, April, July, and October at 3:30 p.m. Upon a roll call vote, all Commissioners voted in favor of the Motion.

Vice Chairman Zimmerman then turned to the Commission's "Other Business" and asked Mr. Porter whether he had any "Other Business" to discuss. Mr. Porter then reiterated the success of the Law & Justice Center Expansion Project.

Mr. Fruin asked Mr. Porter to address the Bloomington-Normal Water Reclamation District's forthcoming open house. Mr. Porter indicated that the Water Reclamation District would be hosting an Open House on October 19th to mark its one hundredth (100th) anniversary. Mr. Porter indicated that he would be providing the Commission with further information about this event via e-mail.

Vice Chairman Zimmerman then asked whether any Commissioner had any additional "Other Business" to discuss before the Commission. Hearing none, Vice Chairman Zimmerman asked for a Motion to adjourn sine die to reconvene and reorganize. It was moved by Mr. Schultz and seconded by Mr. Fruin to adjourn sine die to reconvene and reorganize and the Motion was unanimously approved by voice vote. The Regular Meeting was adjourned at 3:49 p.m.

The next meeting of the Commission will be Tuesday, January 7, 2020, at 3:30 p.m.

APPROVED:

January 7, 2020



John L. Morel,
Secretary